

APPROVED JANUARY 7, 2009

The meeting was called to order by Chairman Charles Kimball at 7:12 PM. Members present were Michael Nygren, Doug McElroy, Andy Kohlhofer, Pat Martel, Town Administrator Heidi Carlson and Recording Secretary Jeanne Nygren.

The minutes of the December 3, 2008 meeting were reviewed by the Committee. A motion to approve the minutes was made by McElroy, seconded by Nygren. The minutes were unanimously approved 5-0.

The minutes of the December 6, 2008 meeting were reviewed by the Committee. Kohlhofer cited a few corrections on these minutes. With these corrections being done a motion to approve the minutes as amended was made by Kohlhofer, seconded by McElroy. The minutes were unanimously approved 5-0.

The minutes of the December 10, 2008 meeting were reviewed by the Committee. Kohlhofer asked when the Parks and Recreation Department is coming back before the Budget Committee. Carlson said she will confirm a date. Kohlhofer asked about the recommendation for the Town Clerks salary by the Selectmen. Carlson will cover this later in the meeting and that \$1,000.00 was the recommended figure. A motion to approve the minutes was made by McElroy, seconded by Kohlhofer. The minutes were unanimously approved 5-0.

There was a brief discussion regarding the school questions that they are waiting for answers to. Nygren said unless you can see what is being spent on a manifest; you can't understand how money is being spent.

Carlson presented the Warrant in a draft form to the Committee and went through them, starting with Article 19. She stated that the Deputy Clerk position was put on the wage schedule by the Selectmen and not on the Warrant. This Article was for an increase to the Town Clerk's salary of \$1,615.00 and the Selectmen recommended a \$1000.00 increase. A motion was made by Kohlhofer to recommend \$1000.00 on this Article appropriation, Martel seconded. The vote was unanimously approved 5-0.

Article 22 was discussed next in regard to Town Hall Renovations to the basement for the appropriation of \$240,00.00. Kohlhofer started to make a motion not to recommend this article when questions were asked. Nygren asked what was the cost of just the heating system. Carlson said approximately \$70,000.00 to \$80,000.00. and they are waiting also for an estimate on a geo-thermal system for comparison. The Selectmen recommended this article. Kohlhofer made the motion not to recommend this article, McElroy seconded. The vote was unanimously approved 5-0 to not recommend this Article.

Article 24-was to appropriate \$425.00 in support of the American Red Cross, Manchester Chapter. Kohlhofer thought in light of the past storms this may be a good idea. A motion was made to recommend this article by McElroy, seconded by Kohlhofer. The vote was approved 4-1.

Carlson asked the Budget Committee to read through the Articles 26-29 and that there were new articles in reference to solar energy systems, wind-powered systems, wood heating energy systems, and Disabled Tax Exemption.

Carlson also handed out a sheet with the dates for the Town Public Hearing on January 13, 2009 at 7:30 PM. The School Public Hearing is February 9, 2009 at 7:30 PM. The First Annual Deliberative Session is Saturday, January 31, 2009 at 9:00 AM at Ellis School with a snow date of Saturday, February 7, 2009 at 9:00 AM.

Carlson also handed out the Police Department Budget with the figures on the new wage matrix done by Chief Janvrin. This reflected that the part-time employees were budgeted at a new step and grade. Full

time wouldn't necessary get a raise until the time of their evaluation. Carlson had put the figures that Janvrin had submitted with his recommendations. But when going through the figures on the sheet presented and taking the first line which is the clerical wages, there seems to be an error in the step calculations and this looks like a \$1,800.00 increase for just one position. When looking at the patrol line there is only a \$3,000.00 increase spread over 6 or 8 positions. McElroy feels the Selectmen should not have recommended this as there are errors in the figures. Carlson wanted to know what the Budget Committee wanted as a process. Martel feels you should take where they are in salary and they should be fitted into the new matrix as close as possible to that figure and on the anniversary date then go to the next step. Janvrin gave them the next step when fitting into the matrix and then another step on their anniversary date. Martel could put all these figures on a spreadsheet for the Budget Committee to review at their next meeting for their recommendation. A motion by Nygren to table this until the next week. This was seconded by Martel, all were in agreement. Carlson will also ask Janvrin to recalculate these figures.

Carlson cited that on line 4197-Advertising and Regional Association an error was found. This figure should have been \$6,854.00 and not \$6,730.00. A motion to recommend \$6,854.00 was made by McElroy, seconded by Nygren. The vote was unanimously approved 5-0.

Also on line 4445 Vendor Payment-one recommendation was changed by Carlson in Community Service from \$1,000.00 to \$500.00. Carlson said in the past they have only requested \$500.00. The motion was made to recommend \$500.00 by McElroy, seconded by Kohlhofer. The vote was unanimously approved 5-0.

The Budget Committee went through some of their recommendations of cuts in the Parks and Recreation Budget. They wanted to reduce the total budget of \$56,037 to \$48,011.00. for a reduction of \$8,026.00. In the Summer Program reduce salary line by \$3,276.00 by having this being a part-time program at 21 hours a week. Also a change in field trips to one a week to \$1,750.00 less in buses, and \$1,500.00 less in the trips expenses and take the movie out for a \$1,500.00 savings. TOTAL BUDGET \$48,011. A motion was made by McElroy, seconded by Kohlhofer. The vote was unanimously approved 5-0.

Carlson is trying to put the default budget together. Kohlhofer asked in a default budget do you still have to honor contracts? Carlson is going to a meeting next week at Department of Revenue Administration and has a lot of questions and will bring back answers for the Budget Committee next week. She said the default budget only applies to the operating budget. Kimball was under the impression that you can increase by one percent automatically. Carlson will find this out.

Kohlhofer (after going through the School Budget) feels there are teacher positions that can be cut, eliminate the Superintendent position, eliminate 28A State mandates, not honoring the Evergreen Laws because this was passed last year, eliminate all assemblies, some after school programs, the late bus, and possibly two high school buses and one elementary bus and the Special Ed coordinator. Further discussion will continue at the next meeting.

A motion to adjourn the meeting was made by Kohlhofer, seconded by McElroy. All members were in favor, 5-0. The meeting ended at 9:15 PM. The next Budget Committee meeting is January 7, 2009 at 7:00 PM.

Respectfully submitted,

Jeanne Nygren
Recording Secretary